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01/04/16

# HUMAN RESOURCES DEPARTMENT

## MEMORANDUM OF PERSONNEL TRANSACTIONS

**DATE:** January 4, 2016

**\* PERSONNEL ACTION CODE:**

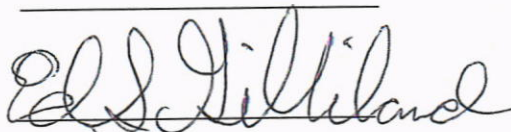
A - Appointment	R - Reclassification
T - Transfer	E - End of Probation
P - Promotion	S - Separation
D - Demotion	O - Other

**TO: WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Jochum, Theresa	Social Services	1-01-16	Social Worker			O	Move to Part-time hours @ 25% (10 hours per week).
Wilson, Lisa	Social Services	1-01-16	Secretary			O	Move to Part-time hours @ 60% (24 hours per week).

**APPROVED BY BOARD DATE:**

**ED GILLILAND, HR DIRECTOR:**



The above and foregoing  
having been submitted  
is disposed of as follows:

JAN 04 2016

OK	<u>Jerry Taylor</u>	NO	_____
OK	<u>Michael Moore</u>	NO	_____
OK	<u>Max</u>	NO	<u>Jackie Smith</u>
OK	_____	NO	<u>Ed Gilliland</u>
OK	_____	NO	_____

**WOODBURY COUNTY**  
**HUMAN RESOURCES DEPARTMENT**

**TO:** Board of Supervisors and the Taxpayers of Woodbury County  
**FROM:** Ed Gilliland, Human Resources Director *Ed G*  
**SUBJECT:** Memorandum of Personnel Transactions  
**DATE:** January 4, 2016

For the January 4, 2016 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) Social Services Social Worker, change to Part-time @ 25% (10 hours per week).
- 2) Social Services Secretary, change to Part-time @ 60% (24 hours per week).

Thank you